RESERVE AFFAIRS DIVISION, PERSONNEL MANAGEMENT BRANCH (RAM)

AR PROGRAM OVERVIEW CAREER MANAGEMENT TEAM

OVERVIEW

- PERSONNEL MANAGEMENT BRANCH
  - Enlisted and Officer Assignments
  - Active Duty Special Work
  - Reserve PME
  - Assignment Guidelines
  - Career Paths
  - MASS
- CAREER MANAGEMENT TEAM
- QUESTIONS

Reserve Affairs Manpower

RAM MISSION

- RAM-1& RAM-2
  - Manage the Officer and Enlisted AR Programs.
- RAM-3
  - Authorize and coordinate timely medical treatment and incapacitation pay to reserve component Marines and Officer Candidates injured in the line of duty under Notice of Eligibility (NOE) program.
- RAM-4
  - Manage the Marine Corps Reserve Officer PME Program.
- RAM-5
  - Manage Active Duty Special Work (ADSW) for RC personnel from applicable personnel appropriations to

RESERVE AFFAIRS MANPOWER

ENLISTED and OFFICER ASSIGNMENTS

MISSION

Per Title 10, United States Code (USC),

Active Reserve Personnel are Authorized to Assist in Organizing, Administering, Recruiting and Retaining, Instructing and Training Members of the MARINE CORPS RESERVE

ACCESSION PROCESS

- Enlisted Accession Boards are held quarterly
- Officer Accession Boards are held bi-annually
- MARADMIN announces board dates and application deadlines
- Competitive Process
- Accession Candidates
  - SMCR/IRR
  - AC Enlisted within 120 days of EAS
  - AC Officer within 180 days of EAS

AR ASSIGNMENTS

- Company & Squadron
  - (I&I/Site Support level)
- Regiment & Group
- MARFORRES, MCRSC, HQMC
- Operating Forces (Fleet Tour)
- OSD/Joint Staff/MARFOR

AR ENLISTED ASSIGNMENTS

- "B" BILLETS
  - 8411
    - PRIOR SERVICE RECRUITER
  - 8511
    - DRILL INSTRUCTOR
  - 8513
    - MARINE COMBAT INSTRUCTOR
  - 8711
    - TRAINING CHIEF
  - 9915/16
    - ENLISTED GENERIC BILLETS (STAFF BILLETS)

- 3 YEAR TOUR & RETURN TO PMOS

ASSIGNMENT GUIDELINES

- MOS EXPERIENCE, PERFORMANCE AND BILLET VACANCY
- TIME ON STATION: 3 – 5 years
- DUTY PREFERENCE (FITREPS)
- SPECIAL REQUESTS

RESERVE AFFAIRS MANPOWER

RESERVE PME

Reserve Officer PME

- Options include PME courses and Staff Training Courses (STC)
  - Duration ranges from 2 weeks to 10 months (FLS)
  - CMC administers only a portion of total courses available
    - PME Courses and selected STC
    - MFR administers remainder
      - Other STC, MOS-producing, etc.
  - MFR funds for SMCR and IRR
    - HQMC funds for FLS
    - AR funded by parent command

Selection Process

- Voluntary, Board-Selected
  - Officers submit application to board
  - Board composed of Reserve GO, 6 Reserve Colonels (incl. AR)
  - Applicants provide up to 3 choices
  - Selection based upon qualifications, appropriate PME for grade,
    - Emphasis is on completion of PME for current grade before selection for STC

RESERVE AFFAIRS MANPOWER

ADSW Program

RESERVE AFFAIRS DIVISION
ADSW PROGRAM

Active Duty Special Work (ADSW) is a tour of active duty for Reserve Personnel to support Active Component or Reserve Component requirements

The purpose of ADSW is to provide temporary support for special short-term projects or emerging requirements

These tours are normally limited to 139 days or less with per diem. Orders for 140 days or more rate a PCS move. Orders for more than 179 days require a waiver.

RESERVE AFFAIRS DIVISION ADSW OPTIONS

Other options to meet the requirements and stay within end-strength constraints are as follows:

- **Orders for up to 179 days**
- **Combatant Commander Exclusion for up to 270 days**
  - **.02% of Active Duty Strength Authorized ~ 349 Marines**
- **Reservists in a Reserve unit and Individual Mobilization Augmentee (IMA) detachment can perform other forms of duty to support the mission, to include 48 regular drills, 15**

OPTIONS

- A waiver is required for individuals to perform more than 179 days of continuous ADSW per fiscal year
- Orders must terminate, minimum 31 day break
- New set of orders may be issued to support additional period of ADSW
- During periods between ADSW orders, drills may be performed to bridge the gap and support the requirement

ADSW LIMITATIONS

- Members of RC on ADSW for more than 179 days count against active duty end strength (except 270 day CC exclusion) and controlled grade ceilings
- ADSW is designed to fill temporary requirements with clearly defined termination dates
- Reservists who accumulate 16 years of total active duty are ineligible for any further ADSW by service policy

RESERVE SUPPORT

- ADSW requests are submitted via the Reserve Liaison Officers (RLOs) at major commands or through the Reserve Support Units (RSUs) at major bases.
- Program Manager is Major Tim Springer, DSN 278-0510, commercial (703) 784-0510.

ADSW FUNDING

- Reserve Personnel Marine Corps
- Military Personnel Marine Corps

RPMC – ADSW

- Funds projects that support the Reserve Component
  - Reserve Exercises
  - MARFORRES – TEEP
    - Single type of appropriation pays for P&A, per diem, and travel

MPMC – ADSW

- Needs two types of appropriation
  - MPMC pays for P&A
  - O&MMC pays for per diem and travel
- Funds active component requirements
  - Contingency Ops
  - Exercise Support
  - Special Projects

ADSW ALLOCATION PROCESS

- “MARADMIN” published
- Funding requirements submitted
- Requirements justified and validated
- Budget conference held
- Requirements briefed, voted, and prioritized
  - CMC (RA)
  - MCRC
  - MARFORPAC
  - MARFORLANT
  - MARFORRES
- Funding levels identified – CMC(P&R)
- General officer approval and finalization
- Funds distributed

RESERVE ORDER WRITING SYSTEM (ROWS)

- ROWS was activated 15 Dec 01
- Replaced TFRORMA and AAS
- WEB Based system
- System to request and issue orders for Reserve personnel

RAM Points of Contact

Colonel Murray Deputy, Reserve Affairs / Colonel Monitor
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LtCol Peterson Head, RAM / Lieutenant Colonel Monitor

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Major Cook RAM-1 / WO, Company Grade, Major Monitor
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GySgt Richter RAM-1 Orders Chief
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WEB PAGE:
https://lnweb1.manpower.usmc.mil/manpower/mi/mra_ofct.nsf/RA/RAM+Main+Page

RAM Points of Contact

Mr. Keven Schendel RAM-3 NOE

(703) 784 0512 schendelkr@manpower.usmc.mil

Mrs. Janet Green RAM-4 Reserve PME

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Major Springer RAM-5 Active Duty Special Work

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RAM-2 Points of Contact

Major Clonts OIC
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MGySgt Taylor 6000 – 7000 & B Billets
(703) 784 0530 taylorma@manpower.usmc.mil
MSgt Cordero 3000 – 5800 & 8421
(703) 784 0529 corderow@manpower.usmc.mil
GySgt Critcher 0100 – 2100 & 8513
(703) 784 0528 critcherrl@manpower.usmc.mil
SSgt Wallace Orders Chief
(703) 784 0526 wallacecl@manpower.usmc.mil
Sgt Delgado New Accessions/Training
(703) 784 0507delgadodl@manpower.usmc.mil

WEB PAGE:https://lnweb1.manpower.usmc.mil/manpower/mi/mra_ofct.nsf/RA/RAM+Main+Page

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Reserve Affairs Career Management Team

Career Management Team

- CMT is a branch of the Reserve Affairs Division for Manpower & Reserve Affairs, HQMC, staffed by a combination of AR and IMA Marines.
- Full-time staff are available Mon-Fri.
- IMA Det staff who normally drills one weekend a month- performs career counseling.
- Websites are available 24/7.

Career Management Team

- **WHAT**: Mission: To provide a centralized source of career information and assistance to Reserve Marines
  - Career Counseling for Reserve and AR Marines
  - Ensure pertinent Reserve populations are informed of upcoming boards and events
  - Process Reserve reenlistment and waivers
  - Process Reserve officer appointments/re-appointments
  - Manage Montgomery GI Bill (MGIB) program
  - Manage the Reserve command screening process
  - Administer the Reserve 1stSgt/SgtMaj assignment process
  - Manage IMA tour length extensions

Reserve Duty On-Line (RDOL)

- Web-based site under Marine On-Line, fielded in Mar 02
- Expedites the process of putting the right Marine in the right
  place to increase overall readiness of the Reserve Force
- Allows Reserve Marines to:
  - Report civilian skills data
  - Update contact information & availability for duty
  - Search & apply for open billets & ADSW
- Allows HQMC, Units & OpSponsors to:
  - Advertise billets & ADSW opportunities
  - View applications
  - Obtain various status reports
- Allows Prior Service Recruiters to process billet applications
- **Challenges**: To obtain 100% Reserve Registration & Keep Information Current

Career Info on the Web

- **CMT Website:** https://www.manpower.usmc.mil/manpower/mi/mra_ofct.nsf/RA/Career+Information
- **Billets/ADSW/RCT**: https://mol.usmc.mil >RDOL
- **Promotion boards:** http://www.manpower.usmc.mil >Manpower Management (MM) >Promotions Branch
- **How to review your own record:** http://www.manpower.usmc.mil >Manpower Management (MM)> MMOA>4+Page+Guide
- **Obtaining/Correcting your OMPF, Master Brief Sheet (MBS) or RO/RS Profile:** http://www.manpower.usmc.mil >Manpower Management (MM)>MMSB

CMT Points of Contact

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LtCol Greg Bennett (AR) Asst Head

(703) 784 0514 bennettgs@manpower.usmc.mil

MSgt Donna Coursey (AR) NCOIC

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GySgt Haro (AR)

Project Mgr Billets/ADSW/RCT

(703) 784 0522 https://mol.usmc.mil

Career Counseling, Reenlistments, Waivers, MGIB, Re-Appointments, 1stSgt/SgtMaj Assignments, Command Screening:
http://www.manpower.usmc.mil>CMT
1- 877- 415 - 9275, Option 5

ACTIVE RESERVE PROGRAM

QUESTIONS

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